

Supply

CIVIL AIR PATROL SUPPLY REGULATION

This regulation supplement prescribes additional procedures in effect for all Indiana Wing CAP units. Full understanding of this supplement may only be obtained by reading it in conjunction with the related paragraphs of CAPR 67-1.

CAPR 67-1, 15 August 2000 is supplemented as follows:

1-4a. Added. Any equipment deemed unserviceable and/or out of specification will be immediately returned to the INWG/DC, LG or LGS for proper disposal.

3-2c. Each unit Logistics/Supply Officer must be trained and certified by the Wing LG staff, within a reasonable period of time after appointment to office, through periodic training classes.

3-6h. Added. When non-expendable property, which has no serial number assigned by the manufacturer, is received and has not yet been assigned an asset code number, a serial number must be assigned. "Quickguard" serial number stickers with preassigned numbers may be used if available, or a serial number may be engraved on the item. Serial numbers will be issued by IN/LG or IN/LGS.

3-7f. Added. The following procedures will be followed to recover property from individuals who terminate their membership in CAP, have their membership terminated in CAP, transfer on the road to another unit, or change or leave a staff position within a unit:

1) Upon receiving notice of a transfer or a change in membership status, the unit LG will ask the member to return all CAP property to the unit within 30 days. This request may be made either verbally or in writing, depending on which method may be the most practical.

2) If the individual has not returned the property to the unit or made arrangements with the unit LG within 30 days, the unit commander will write a letter ordering the individual to return the property to the unit within 15 days. This letter will be mailed via certified mail with return receipt to the IN/LG.

3) If the individual has not responded to the certified letter within 15 days, the unit LG will make every attempt to retrieve the property by either

personally picking up the equipment from the individual's home/supply location or by another means. All attempts will be documented.

4) If all attempts fail to recover the property, the unit LG will confer with INWG Legal Officer before filing a theft report with the local law enforcement agency.

5) If the property is not returned or a theft report is filed, a Report of Survey will be initiated IAW CAPR 67-1, para. 4.8.

g) The Wing Commander may terminate or suspend the membership or transfer request of any individual who fails to return CAP property.

6-1. Supply Officer Training. Added.

a. Unit Supply Officer training will be offered twice annually by Wing Supply. The training will consist of a two-day class given on a weekend, preferably during a wing staff weekend. Passing this class grants a member the title of Certified Indiana Wing Supply Officer.

b. Wing Logistics and Supply will be available at annual INWG conferences for consultation on supply and logistics matters.

c. Logistics training will be added to the Unit Commander's Course.

7-1. Supply Inspections. Added.

This is the first publication of this supplement.

OPR: INLGS

DISTRIBUTION: 1 each Wing Staff Officer, Squadron, and Flight

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- a. INWG IG will review the Communications, Logistics and Supply areas a minimum of 60 days prior to a scheduled Survey Audit.

CHARLES GREENWOOD, COL, CAP
Commander

Proposed

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